

Quotation Request //

US Government Publishing Office

Denver Regional Office
12345 W Alameda Parkway
Lakewood, CO 80228-2842

JACKET:561-194

Quotations are Due By:

(Eastern Time) 12:00 PM on 07/01/2021

Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>

Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: GSENM VISITOR INFORMATION BROCHURE

QUANTITY: 1 QUANTITY BASED QUOTE copies, +/- none.

NOTE: Award will be based on the largest quantity for \$5,548.00.

In the event of a tie quantity, award will be determined by the overall lowest discounted cost. Additionally, a cost must be submitted for each additional (100, 1000, each) copies.

NOTE: This is a fixed cost contract. If author's alterations or other changes are made during production, the total quantity may be reduced in accordance with contractor's quoted additional rate to offset the cost of the changes.

NOTE: NO ADDITIONAL FUNDS EXIST FOR THIS PROCUREMENT. If any additional costs are incurred during the production of this order, the overall quantity will be decreased in lieu of an increase in cost.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote

<https://contractorconnection.gpo.gov/OpenJobs.aspx>. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to Denver GPO at 303-236-5292.

TRIM SIZE: 22 x 17" flat; approx. 3-3/4 x 8-1/2" folded

PAGES: Face and back

SCHEDULE:

Furnished Material will be available for pickup by 07/01/2021

Deliver complete (to arrive at destination) by 07/12/2021

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

Folded Brochure - Print face and back in 4-color process with heavy ink coverage (including solids and reverses) bleeds all sides. Over the printing, face and back, flood clear aqueous coating with gloss finish. Fold from 22 x 17" to 11 x 17" with one parallel fold, right angle fold to 11 x 8-1/2", final fold to approximately 3-3/4 x 8-1/2" with 2 wrap-around folds, title panel out. Score on folds; printer to ensure that brochure doesn't tear at the folds on opening. Contractor must provide final output with text equivalent to a minimum of 2400 dpi and all flat tones/halftones equal to 150 line screen or finer.

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen and at a minimum of resolution of 2400 x 2400 dpi x 1 bit or 600 x 600 dpi x 8 bit depth technology. Digital device

must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

NO GPO IMPRINT REQUIRED.

BLUE LABEL SAMPLES: This order must be divided into ??? sublots. A random sample must be selected from each subplot. Do NOT choose copies from same general area of one specific subplot.

Quantity Ordered	Number of Sublots
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO) Form 2678-Department Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list. A signed Certificate of Selection of Random Copies must be included in the package.

MATERIAL FURNISHED: Contractor to pickup at GPO. One Adobe Acrobat file supplied as electronic media. File includes full bleeds, links, and fonts. No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. Contractor is responsible for converting images to an appropriate color space and file format for output. Contractor must also apply any and all necessary prepress functions to achieve best possible output quality of supplied files.

Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. No additional time or compensation will be given to the contractor for common errors associated with file output from a different platform. See "Inspection of Files" for brief description of common errors. The contractor will be responsible for proofreading converted formats to ensure that all fonts have transferred platforms completely.

CONTRACTOR WILL BE RESPONSIBLE FOR FINAL OUTPUT THAT IS IN CONFORMANCE WITH THE VISUALS AS PROVIDED. *INSPECTION OF FILES: Contractor to perform a basic check, preflight of the furnished files. Check for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on. The Contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to: 1) color issues and shifts (RGB color data, no spot colors, loss of black plate), 2) page integrity (text reflow or type substitution), 3) errors associated with embedded graphics, 4) missing prepress features (e.g. bleeds, trim marks), creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, 5) loss of text characters from graphic elements, and 6) ****Defining proper file output selection for the imaging device being used.** Contractor responsible to ensure that the black type is a solid black not a process build. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the Contracting Officer **IMMEDIATELY** upon discovery. Prior to making any revisions, the contractor must make a "copy" of the original files, then proceed to make any revisions to the "copy" as required. Further, in addition to the return of the original files, the contractor must furnish final production native application files (digital deliverables, an exact representation of the final printed product)

to agency upon completion of the order. All files must be imaged as necessary to meet the assigned Quality Level.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
JCP Code* A181, White, No. 1 Gloss-Coated Text, Basis Size 25 X 38" Basis Weight 80 lb

COLOR OF INK: Ink Must Contain a Minimum of 20% Vegetable Oil
4 color process plus gloss aqueous coating

PRINT PAGE: Head to Head

MARGINS: Follow Copy Sample.

PROOFS:

One Adobe PDF Digital "soft" proof requested (composite proof with all elements in position). The digital soft proof is intended as a check on image position, cropping, scaling, and other visual features of a text page or illustration. It is NOT intended as a check of color fidelity. Proof will be withheld not more than 1 workday from receipt by the Government to final approval. Note: The first workday after receipt of proofs by the Government is day one of the hold time. Contractor must not print prior to receipt of an 'OK to print'. Government representative will provide written proof response via e-mail or fax.

Call Agency contact 1 day in advance of sending proof to advise and insure delivery to active mail box not junk mail, Allysia Angus (435-826-5615). Submit digital PDF proofs by email to: aangus@blm.gov.

Contractor is cautioned that the proofs produced must be from the contractor's prepared files for their output device and which will be used for final reproduction. It is not acceptable to simply submit reproductions for the PDF files furnished by the ordering agency.

If there are any author's alterations or delays caused by the Government in the handling of proofs, it's the contractor's responsibility to notify the GPO in advance of making changes so that an extension and/or price adjustment may be made by Contract Modification.

BINDING:

See description for folds.

PACKING:

Band in sets of 50. Pack in cartons.

DISTRIBUTION:

NOTIFICATION OF SHIPMENT TO AGENCY AND DELIVERY TO DENVER GPO:

Inform the GPO Denver Regional Office of the actual delivery date (not the shipped date) as soon as known on all orders. Email the Jacket number and delivery date to InfoDenver@gpo.gov.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to: aangus@blm.gov. The subject line of this message shall be "Distribution Notice for Requisition #: 1-22387-LM, Jacket 561-194". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

??? brochures (includes ??? "Blue Label" random copies) delivered to:

BLM-GSENM

Attn: Gaye Mangum (435-644-1201)

699 S Hwy 89A

Kanab, UT 84741

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a)Printing (page related) Attributes Level III.
- (b)Finishing (item related) Attributes Level III.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	Camera Copy
P-10. Process Color Match	Camera Copy

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1)Most recent profit and loss statement
- 2)Most recent balance sheet
- 3)Statement of cash flows
- 4)Current official bank statement
- 5)Current lines of credit (with amounts available)
- 6)Letter of commitment from paper supplier(s)
- 7)Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

PAYMENT: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/agency/billing-and-payment>.

Attachment(s): NONE